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Memorandum

TO: BATA Oversight Committee

DATE: September 7, 2011

FR: Executive Director

RE: Purchase Order – Purchase of 5,000 FasTrak[®] External Toll Tags: Sirit Corporation

In October 2005, based on the results from a competitive Invitation For Bid (IFB) process, BATA issued a purchase order to Sirit Corporation to purchase 200,000 internal toll tags and 5,000 external (e.g. mounted to vehicle bumper) toll tags to fulfill new FasTrak[®] enrollments. The purchase order included an option for BATA to purchase an additional 30,000 external toll tags at a unit cost of \$28.49/tag at any time after the initial quantity of 5,000 external toll tags had been ordered.

In December 2005, this Committee first authorized staff to exercise one option (15,000 of the 30,000), and in June 2009, a second option (10,000 of the 30,000), both to purchase external toll tags in order to replenish the inventory at the FasTrak[®] Customer Service Center. Those external toll tags will be depleted by the end of 2011. As such, staff is requesting the Committee to authorize a third and final option for the purchase of 5,000 additional external toll tags to maintain a sufficient supply to meet demand.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to issue a purchase order to Sirit Corporation in an amount not to exceed \$155,990 to furnish 5,000 external toll tags for the FasTrak[®] project, as described herein.

Steve Heminger

SH:ss

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.:	1252
Vendor:	Sirit Corporation Carrollton, TX
Work Project Title:	FasTrak [®] toll tag Procurement
Purpose of Project:	To provide 5,000 external toll tags for the FasTrak [®] Regional CSC project.
Brief Scope of Work:	Exercise the option to purchase 5,000 additional external toll tags for the FasTrak [®] Regional CSC project
Project Cost Not to Exceed:	\$155,990 = This purchase order \$4,518,910.53 = Previous combined purchase order \$4,674,900.53 = New total maximum combined purchase order amount
Funding Source:	Toll Funds
Fiscal Impact:	Project costs are consistent with funds programmed and budgeted in the BATA Toll Bridge Rehabilitation Program.
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order to Sirit Corporation to provide external toll tags for the FasTrak [®] Regional Customer Service Center project and the Chief Financial Officer is authorized to set aside funds up to \$155,990 for such purchase order.
BATA Oversight Committee:	<hr/> Bill Dodd, Chair
Approved:	Date: September 14, 2011